Operations

DEPLOYMENT PLANNING

This instruction implements AFPD 10-4, *Operations Planning*. It provides the basic requirements for Air Force deployment planning at all levels of command to support contingency operations. It also describes the specific requirements for preexecution, command and control, and cargo and personnel preparation in support of Air Force deployment and redeployment operations. This instruction requires the collection and or maintenance of information protected by the Privacy Act of 1974. The authority to collect and or maintain the records prescribed in this instruction is Title 10, United States Code (U.S.C.), Section 8013. Forms affected by the Privacy Act have an appropriate Privacy Act Statement. System of record notice 030 AF MP D, *Contingency System (COMPES)*, applies. Consult AFI 37-132, *Air Force Privacy Act Program (PA)* formerly AFR 12-35) for further guidance on Privacy Act Statements. See attachment 1 for a glossary of references, abbreviations, acronyms, and terms used in this instruction.

SUMMARY OF CHANGES

This is the first publication of AFI 10-403, substantially revising AFR 28-4. It gives unit deployment requirements and provides for greater flexibility in meeting those requirements; directs units to define their deployment process in a manner that best uses local resources; encourages units to use peacetime processes and functions to meet the contingency deployment requirements, if possible; requires units to make deployment flowcharts and define meaningful metrics for their deployment operations; and eliminates specific detailed procedures on how to meet deployment requirements.

	Paragraph
Chapter 1Functional Area Responsibilities and Authorities	
Air Force Secretariat Agencies	1.1
Air Staff Agencies	1.2
Air Force Major Commands and Field Operating Agencies	1.3
Air Force Component Commands	1.4
Base-Level Agencies	1.5
Chapter 2Deployment Preexecution Requirements	
Planning Deployments	2.1
Building the Deployment Organizational Structure	2.2
Developing the Deployment Operations Process	2.3
Maintaining Education Programs	2.4
Developing Training Requirements	2.5
Maintaining Computer and Communication Systems Support	2.6
Chapter 3Deployment Execution Command and Control Requirements	
Tasking	3.1
Prioritizing and Monitoring Movement Outflow	3.2
Managing Resources	3.3
Reporting	3.4
Collecting and Documenting Data	3.5

Supersedes AFR 28-4, 1 March 1987. Certified by: HQ USAF/LGX (Mr Joseph E. DelVecchio)
OPR: HQ USAF/LGX (Capt James A. Leftwich)
Pages: 22/Distribution: F

Chapter 4Deployment Execution Unit Cargo Preparation Requirements	
Movement Suitability	4.1
Documentation	4.2
Loading	4.3
Sensitive Cargo	4.4
Accountability	4.5
In-Transit Visibility	4.6
Chapter 5Deployment Execution Unit Personnel Preparation Requirements	
Deployment Suitability	5.1
Personnel Readiness	5.2
Documentation	5.3
Loading	5.4
Accountability	5.5
In-Transit Visibility	5.6
	Page
Attachments	
1. Glossary of References, Abbreviations, Acronyms, and Terms	10
2. Deployment Process Flowchart	16
3. Example Deployment Availability Codes	20

Chapter 1

FUNCTIONAL AREA RESPONSIBILITIES AND AUTHORITIES

1.1. Air Force Secretariat Agencies:

1.1.1. The Secretary of the Air Force Directorate of Information Management (SAF/AAI):

- Develops concepts, policies, and guidance to provide core information management support to deployed units.
- Forwards personal mail to deployed members in conjunction with the Military Postal Service Agency (MPSA) and major commands (MAJCOM).

1.1.2. The Secretary of the Air Force Office of Public Affairs (SAF/PA):

- Develops policy guidance for Air Force internal information activities in support of force deployment.
- Develops policy guidance for Air Force media relations in support of the public's right to be informed.
- Develops plans to train and equip (including deployment kits) public affairs personnel for deployment.
- Develops plans to operate a common internal information network to support deployed Air Force units and sister/allied forces at Air Force operating locations. *NOTE:* Establish a single point of contact to integrate deployed locations into the Air Force Public Affairs Network (AFPAN).

1.1.3. The Assistant Secretary of the Air Force, Financial Management and Comptroller (SAF/FM):

- Ensures that all Air Force budget submissions include provisions to attain and maintain the optimum deployment capability of Air Force forces.
- Supervises the administration, control, and distribution of funds in support of Air Force deployment programs.
- 1.1.4. The Secretary of the Air Force, Acquisition (SAF/AQ). Establishes policy for deploying contractor personnel to support contingency and wartime operations.

1.2. Air Staff Agencies:

1.2.1. The Deputy Chief of Staff, Plans and Operations (HQ USAF/XO). Oversees all Air Force war planning and readiness.

1.2.2. The Directorate of Plans (HQ USAF/XOX):

- Serves as the Air Staff focal point for operations plans.
- Prepares directives to support deployment planning.
- 1.2.3. **The Directorate of Operations (HQ USAF/XOO).** Ensures that the Chair of the Joint Chiefs of Staff (CJCS) exercise schedule includes deployment exercises.

1.2.4. The Assistant Chief of Staff, Intelligence (HQ USAF/IN):

- Oversees all intelligence support for deployment operations.
- Ensures that major and component commands have sufficient intelligence resources (human and technical)

AFI 10-403 10 June 1994 3

to meet operation plans (OPlan) and contingency requirements.

1.2.5. The Directorate of Programs and Evaluation (HQ USAF/PE):

- Manages the Manpower Force Packaging System (MANFOR).
- Oversees the Air Force Master MANFOR database and ensures that the system interfaces with other automated planning systems.
- Serves as the OPR for the Manpower functions of the Contingency Operations/Mobility Planning and Execution System (COMPES).
- Provides policy and guidance to assist MAJCOM and field operating agency (FOA) staffs in quantifying and documenting wartime personnel requirements.
- 1.2.6. **The Deputy Chief of Staff, Logistics (HQ USAF/LG).** Provides policy guidance to the Air Staff and MAJCOMs to achieve worldwide deployment for identified forces.

1.2.7. The Directorate of Concepts and Integration (HQ USAF/LGX):

- Is the OPR for Air Force deployment operations.
- Develops policy guidance to support specific deployment objectives.
- Develops policy guidance for integrating automated systems to support deployment operations.
- Manages the Logistics Module (LOGMOD) of COMPES.

1.2.8. The Directorate of Transportation (HQ USAF/LGT):

- Serves as the focal point for transportation support of Air Force deployment operations.
- Develops policy guidance on transportation activities that support deployment operations.
- Develops policy guidance on integrating automated deployment planning and execution systems in conjunction with HQ USAF/LGX and DPX.
- Develops policy guidance on automated cargo and passenger transportation systems to support deployment processing and in-transit visibility of deployed cargo.
- 1.2.9. **The Directorate of Supply (HQ USAF/LGS).** Develops policy guidance on supply organizations' support of deployment operations.
- 1.2.10. **The Directorate of Maintenance (HQ USAF/LGM).** Develops policy guidance on maintenance organizations' support of deployment operations.

1.2.11. The Civil Engineer (HQ USAF/CE):

• Establishes and maintains required civil engineering

- capability in support of deployment operations.
- Establishes standards for air deployment, equipping schedules, and prepositioning of civil engineering equipment.
- Ensures that deployment programs meet environmental protection requirements.
- 1.2.12. **The Deputy Chief of Staff, Personnel (HQ USAF/DP).** Develops concepts and systems for Air Force activities at all levels to compile accurate data on the number and location of deployed personnel.
- 1.2.13. **Director of Military Personnel Policy (HQ USAF/DPX).** Establishes policy guidance for efficiently and accurately deploying military, civilian, dependent, and US Air Force contractor personnel.
- 1.2.14. **The Surgeon General (HQ USAF/SG).** Establishes policy guidance for Air Force medical support (including personnel, equipment, and personal medical information) during deployment operations.

1.2.15. The Deputy Chief of Staff, Command, Control, Communications, and Computers (HQ USAF/SC):

- Develops programs for essential SC packages to support deployment operations.
- Monitors command and control programs and information systems necessary to support the deployment capability of all functional areas.
- 1.2.16. The Inspector General of the Air Force (HQ USAF/IG). Verifies that MAJCOMs accurately assess the deployment capability of their forces.
- 1.2.17. **The Chief of Security Police (HQ USAF/SP).** Establishes policy guidance for deploying security police units.
- 1.2.18. **The Judge Advocate General (HQ USAF/JA).** Establishes policy guidance for deploying judge advocates to support deployed personnel and advise commanders on all legal aspects of deployments.
- 1.2.19. **The Chief of Air Force Reserve (HQ USAF/RE).** Ensures that AFRES forces meet the readiness requirements of the gaining active force.
- 1.2.20. **The Director, Air National Guard (NGB/CF).** Ensures that ANG forces meet the readiness requirements of the gaining active force.
- 1.2.21. **The Chief of Chaplains (HQ USAF/HC).** Establishes policy for chaplain support of deployment operations, including the deployment of Chaplain Readiness Teams and equipment.
- 1.2.22. **The Director of Services (HQ USAF/SV).** Establishes policy guidance for deploying Services forces.
- 1.2.23. **The Air Force Historian (HQ USAF/HO).** Establishes policy guidance for keeping archival records on contingency operations.

1.3. Air Force Major Commands and Field Operating Agencies:

 Designate a staff agency as the OPR to provide command guidance for implementing mission-

- essential deployment requirements.
- Coordinate deployment requirements with NGB, ANGRC, and AFRES.
- Distribute lists of UTCs identified in War and Mobilization Plan (WMP), volume 3, parts 1 and 2, to deployed units and NGB.
- Distribute the applicable portion of each Supported Commander's all-forces Time Phased Force Deployment Data (TPFDD) to deployed units.
 NOTE: Make sure that all data derives from the most current and available TPFDD.

1.4. Air Force Component Commands:

- Identify theater prepositioned War Reserve Materiel (WRM) to supporting MAJCOMs to allow them to prepare specialized deployment packages. (See AFI 10-404, Base Support Planning.)
- Identify the operational meal requirements to AFMWRSA/MWX annually according to WMP-1.
- Distribute the command's most current all-forces TPFDD to MAJCOMs and FOAs.
- Identify civilian-unique theater requirements.
- Determine whether civilian emergency-essential (E-E) employees must wear uniforms in theater and receive small arms training. NOTE: Determine these requirements only if the supported CINC hasn't issued a directive.

1.4.1. Supporting Air Force Component Command Personnel Readiness Staffs:

- Send the Installation Deployment Officer (IDO) all PALACE BLITZ, PALACE EXERCISE, PALACE TENURE, and PALACE ENVOY information messages (see AFI 10-215, Personnel Support for Contingency Operations [PERSCO]).
- Include the base contingency support staff as an information addressee during contingency and wartime operations.

1.5. Base-Level Agencies:

1.5.1. The Host-Unit Commander:

- Serves as the responsible activity for unit deployments.
- Oversees all staff activities in support of deployment planning.
- Defines local procedures for deploying forces.
- Ensures that units meet all preexecution, command and control, cargo, and personnel requirements outlined in this AFI.
- Designates an IDO and alternates.

1.5.2. **The IDO:**

- Directs, controls and coordinates installation deployments (including tenant and transiting forces) as directed by the commander.
- Defines and publishes local guidance on deployment procedures.

- Ensures that the installation meets all preexecution and command and control deployment requirements. (See chapters 2 and 3 for specific requirements.)
- Manages the installation's cargo and personnel deployment preparation.
- Maintains the Standard UTC Reference and Deployment Data Files according to this instruction. (For specific instructions on what to include in these files, see paragraph 2.6.)

1.5.3. The Operations Plans or Wing Plans Office:

- Reviews all deployment-related documents (for example, the all-forces TPFDD) and identifies the installation's total deployment requirements.
- Provides the IDO with a detailed outline of the deployment requirements of each OPlan.
- Identifies other forces that the installation will provide with transportation support during deployment operations.

1.5.4. The Operations Group Commander:

- Ensures that assigned units maintain a state of readiness and meet the cargo and personnel preparation requirements.
- Defines local deployment responsibilities shared between aerial port squadrons and transportation squadrons for installations that include an Ariel Port Squadron.
- 1.5.5. **The Logistics Group Commander.** Ensures that assigned units maintain a state of readiness and meet the cargo and personnel preparation requirements.

1.5.6. The Transportation Squadron Commander:

- Assists in defining and meeting deployment work center staffing and training requirements.
- Outlines transportation squadron responsibilities in meeting deployment requirements.
- 1.5.7. **The Chief of Supply.** Ensures that the deployment process includes procedures for issuing mobility bags and weapons and accounting for deployed equipment and spare parts.
- 1.5.8. The Operational Contracting Squadron Commander. Ensures that contractors continue to perform essential services during crisis situations, using contractor employees or other personnel as necessary. *NOTE*: Contractors must provide appropriate contingency support plans as part of the basic contract according to DoD Instruction 3020.37, *Continuation of Essential DoD Contractor Services During Crisis*, November 6, 1990.
- 1.5.9. **The Support Group Commander.** Ensures that assigned units maintain a state of readiness and meet the cargo and personnel preparation requirements.

1.5.10. The Mission Support Squadron Commander (MSSC):

• Works with flight chiefs to determine the most efficient way to process deployed personnel according to this AFI and AFI 10-215.

AFI 10-403 10 June 1994 5

- Provides inputs to the IDO preparing local deployment guidance on MSSQ responsibilities in meeting deployment requirements.
- May use existing peacetime processes to meet deployment requirements.
- 1.5.11. **The Family Support Center (FSC).** Assists personnel with personal and family difficulties that result from extended deployments. *NOTE*: All personnel assigned to deploy may ask for an FSC briefing.
- 1.5.12. The Military Personnel Flight Chief. Establishes a personnel deployment function (PDF) to provide personnel program support for individuals selected to deploy during contingency, wartime, exercise and emergency operations. See AFI 10-215 for additional guidance.
- 1.5.13. **The Civilian Personnel Flight Chief.** Ensures that PDF personnel advise deploying civilian employees of their benefits and entitlements.
- 1.5.14. **The Chief of Social Actions.** Advise commanders on the availability of unit personnel enrolled in the substance evaluation process or the Substance Abuse Reorientation and Treatment (START) Program.
- 1.5.15. **The Chief of Security Police.** Provides support in meeting deployment security requirements (for example, funds escort, military customs inspections, antihijacking protection, drug suppression, and aircraft protection).
- 1.5.16. **The Disaster Preparedness Personnel From Civil Engineering Readiness Flight.** Support the unit chemical warfare defense program according to AFI 32-4001, *Disaster Preparedness Planning and Operations*.
- 1.5.17. The Medical Group Commander (or Equivalent):
- Ensures that assigned units maintain a state of readiness and meet the cargo and personnel deployment preparation requirements.
- Provides general administrative support in meeting personnel preparation requirements.
- Provides a current AF Form 1480, Summary of Care, for all deploying personnel.
- Provides copies of the most current SF 88, Report of Medical Examination, and AF Form 1042, Medical Recommendation for Flying or Special Operational Duty, for deploying personnel on flying status.

1.5.18. **The Comptroller:**

 Provides financial management assistance and technical services to support deployment requirements

- (for example, obtaining funds for partial payments and advances per diem).
- Provides financial analysis and budget support of the deployment program.
- Assigns personnel to deploy and perform paying agent duties in support of deployed contingency contracting officers.

1.5.19. The Staff Judge Advocate (SJA):

- Advises installation commanders on all legal aspects of deployments.
- Provides support in meeting personnel preparation requirements.
- Ensures that assigned JA personnel maintain a state of readiness to deploy in support of contingency operations.

1.5.20. The Manpower Office:

- Helps define requirements and improve deployment procedures in conjunction with the installation's responsible agencies, subordinate commanders, and functional managers.
- Uses the COMPES Manpower and Personnel Module Base-Level (MANPER-B) to meet planning and execution requirements.
- Maintains a current file of deployment packages as part of the MANFOR data base.

1.5.21. The Senior Chaplain:

- Ensures that Chaplain Service personnel maintain a state of readiness and meet the cargo and personnel deployment preparation requirements.
- Develops guidance for chaplains assigned to deployed units.
- Provides information on any sensitive religious issues in overseas deployment areas.
- Provides religious support to personnel deploying from the base.

1.5.22. Unit Commanders:

- Ensure that all personnel and cargo meet the deployment preparation requirements in this AFI, AFI 10-215, and local deployment guidance.
- Identify in advance all eligible personnel and equipment for deployment and ensure that all unit personnel know their deployment responsibilities.
 NOTE: Unit commanders may designate a unit deployment manager (UDM) to assist in carrying out specific preparation requirements.

Chapter 2

DEPLOYMENT PREEXECUTION REQUIREMENTS

2.1. Planning Deployments. The IDO is responsible for deployment planning and must follow these general guidelines:

2.1.1. The War and Mobilization Plan (WMP), volume 3, part 1, identifies Air Force General Purpose Combat Deployable Forces. WMP, volume 3, part 2, identifies

Combat Support Deployable Forces (for example, transportation, medical, chaplain, communication).

- 2.1.2. Identify all units scheduled to deploy from the installation, including host, tenant, and geographically separated units (GSU) as well as their associated UTC personnel. Prepare complete information for all phases of the installation's deployment operations.
- 2.1.2.1. Read the concept of operations, basic plan, and other parts of the OPlans to compile current relevant intelligence and additional information on the nature and timing of the deployment.
- 2.1.2.2. Read and understand the mission capability (MISCAP) statement, and identify cargo and personnel requirements for each UTC. Determine if the installation can meet these deployment requirements locally and report any deficiencies to higher headquarters.
- 2.1.3. Determine the installation's weapons, ammunition, and minimum mobility-bag requirements based on the most stringent deployment scenarios.
- 2.1.4. Coordinate with the Medical Group on any unique immunization requirements.
- **2.2. Building the Deployment Organizational Structure.** The IDO must define an organizational structure to meet all command and control, cargo preparation, and personnel preparation deployment requirements. Follow these guidelines:
- 2.2.1. Establish a deployment control center (DCC) to serve as the installation's focal point for deployment operations and all command and control requirements. Determine whether the DCC facility requires backup power and communication systems.
- 2.2.2. Establish a cargo deployment function (CDF) to serve as the installation's focal point for monitoring all cargo processing activities. If possible, designate an existing peacetime process to support this requirement.
- 2.2.3. Establish a personnel deployment function (PDF) to serve as the installation's focal point for monitoring all personnel processing activities. Establish the PDF according to this AFI and AFI 10-215. If possible, designate an existing peacetime process to support this requirement.
- 2.2.4. Determine how many people the installation needs for the deployment work centers based on the scope and quantity of the deployment packages. Identify augmentation requirements to the Resource Augmentation Duty (READY) Board according to AFI 10-217, Resource Augmentation Duty (READY) Program. EXCEPTION: This requirement doesn't apply to ANG units.
- **2.3. Developing the Deployment Operations Process.** The IDO must analyze inputs from all assigned units (including collocated and tenant units) and develop local operations guidance on how units will deploy from the installation. Follow these guidelines:

- 2.3.1. Publish the deployment operations guidance in a supplement, installation plan, operating instruction (OI), or other appropriate format.
- 2.3.2. Design a flowchart that demonstrates the installation's deployment process. Identify:
- When, where, and how the installation meets each basic deployment requirement.
- Which installation activities are responsible for each stage in the process.
- Critical points or bottlenecks in the process that may require tracking and further measurement.
- Areas of possible improvement.
- 2.3.2.1. Include the flowchart in your local guidance. (See attachment 2 for a sample flowchart.)
- 2.3.3. Identify automated systems that the installation can use to support its deployment process. Clearly show how the automated systems will enable the installation to meet the deployment requirements. For some specific requirements on using automated systems, see paragraph 2.6.
- 2.3.4. Establish a program to assess the effectiveness and efficiency of the deployment process. The program must include local deployment exercises unless MAJCOMs exempt the installation from exercises because of frequent real-world deployments.
- 2.3.4.1. Determine the frequency and scope of the exercises based on what is necessary to ensure that the process runs efficiently and all units are prepared to deploy. *NOTE*: MAJCOMs may establish the frequency and scope of deployment exercises or delegate the decision to the host unit commander.
- 2.3.4.2. Base exercise scenarios on real-world expectations. Consider core UTC aviation packages and give all units the opportunity to exercise when developing the scenario.
- **2.4. Maintaining Education Programs.** Each installation must establish a locally developed education program to ensure that all personnel fully understand the deployment process.
- 2.4.1. The IDO must educate commanders on their responsibilities in ensuring that their units properly prepare personnel and cargo for deployment.
- 2.4.2. Unit commanders educate all unit personnel on the deployment process and the need to maintain personal readiness.
- **2.5. Developing Training Requirements.** All military personnel subject to deployment or identified to deploy must receive appropriate deployment training.
- 2.5.1. A member who has an Air Force specialty code (AFSC) that exists in any UTC is subject to deployment. A member who is assigned to fill a position that correlates to a UTC requirement is identified to deploy.
- 2.5.2. All military personnel subject to and identified to

AFI 10-403 10 June 1994 7

deploy must meet these minimum training requirements:

- Combat skills familiarization training.
- Explosive ordnance reconnaissance (EOR) training.
- Law-of-armed-conflict briefings and personal and family readiness briefings.
- Self-aid and buddy-care training.
- 2.5.3. All military personnel identified to deploy must also have small arms training according to AFI 31-207, *Arming and Use of Force by Air Force Personnel*, and AFI 36-2226, *Combat Arms Training and Maintenance (CATM) Program*, and chemical warfare defense training (CWDT) according to AFI 32-4001, *Disaster Preparedness Planning and Operations*.
- 2.5.4. See AFI 36-507, *Mobilization of the Civilian Workforce*, for the training requirements for deploying civilians.
- 2.5.5. Unit personnel must meet minimum training requirements for properly preparing cargo for deployment and redeployment.
- 2.5.5.1. Units must train an adequate number of personnel to meet these requirements:
- Certifying hazardous cargo.
- Operating unit mobility software programs (for example, the Automated Mobility Processing System).
- Building pallets.
- Fulfilling other local tasks that commanders identify as essential to the installation's deployment process.
- 2.5.5.2. Units may also train and certify personnel to use materiel handling equipment.
- 2.5.6. Deployment operations augmentees and members of exercise evaluation teams must meet locally pertinent training requirements.
- 2.5.6.1. Define local training requirements by assessing whether personnel must have hazardous cargo training, load planning training, and other training specific to the work centers and responsibilities associated with your

deployment operations process. Include training requirements for operating automated systems.

2.5.6.2. Units must train personnel to back up automated processes manually during power outages.

2.6. Maintaining Computer and Communication Systems Support:

- 2.6.1. Identify all installation UTC taskings in the base-level module of the Contingency Operations/Mobility Planning and Execution System.
- 2.6.1.1. Maintain a Standard UTC Reference File (SURF) in LOGFOR and MANFOR containing all standard UTCs that the Air Force plans to process and deploy from the installation. Include all UTCs on unit Designed Operational Capability (DOC) Statements, and all UTCs that the installation oversees as the pilot unit. Include Computer Aided Load Manifesting (CALM) data for each UTC.
- 2.6.1.2. Maintain a Deployment Data File (DDF) in LOGPLAN and MANPER-B containing all the UTCs designated by the installation OPlans and MAJCOM tasking documents. Ensure that tasked UTC equipment and manpower detail is current and accurate. Tailor the UTCs in these plans files to identify more accurate requirements based on the planned area of deployment or beddown of operations.
- 2.6.1.3. When tailoring UTCs in LOGPLAN, don't exceed the total gross weight of the standard UTC unless the total gross weight in LOGPLAN exceeded the standard due to the weight incidental to the movement of weapons, ammunition, bulk shipped mobility bags, required expendables, and on-hand quantities of Alternate Mission Equipment (AME). The UTCs in this file must include CALM data.
- 2.6.2. The DCC must have adequate communication and immediate access to a secure voice communication line and a secure fax machine.

Chapter 3

DEPLOYMENT EXECUTION COMMAND AND CONTROL REQUIREMENTS

3.1. Tasking:

- 3.1.1. The Deployment Control Center (DCC) must ensure that the installation meets all command and control requirements. The DCC serves as the installation focal point for identifying and distributing taskings and information at execution.
- 3.1.2. The IDO must establish lines of communication between higher headquarters and the DCC, and between the DCC and tasked units. All information essential to deployment operations must pass through the DCC.
- 3.1.3. The IDO should use all available automated systems (for example, JOPES) to identify additional

deployment data at execution. Identify any GSUs that the installation will deploy and any other units that will transit the installation to meet their support transportation.

- **3.2. Prioritizing and Monitoring Movement Outflow.** The IDO is responsible for the outflow of cargo and
- personnel. Follow these guidelines: 3.2.1. Schedule personnel and cargo to flow through your deployment process in time to meet the departure of the deployment transportation. Plans must identify the general priority of each deploying UTC.
- 3.2.2. Use the scheduling system that best suits your local needs. Automated scheduling programs may provide more

flexibility than manual methods in making changes to the schedule.

3.2.3. When developing a schedule, consider tracking the activities that you have defined as possible bottlenecks.

3.3. Managing Resources:

- 3.3.1. The DCC monitors all deployment activities and ensures that the installation meets all requirements.
- 3.3.2. The DCC must ensure that the installation meets deployment taskings by identifying all deploying cargo and personnel. Inform the tasking source of shortfalls and Limiting Factors (LIMFACS) that the installation can't fill locally. Report personnel shortfalls according to AFI 10-215.

3.4. Reporting:

3.4.1. The DCC must update the installation's senior leadership during deployment operations as specified by local requirements.

3.4.2. During wartime the tasking source must identify information that installations must send to higher headquarters. The tasking source specifies how and when to send the information.

3.5. Collecting and Documenting Data:

- 3.5.1. Units must keep records on deployment operations for historical reference. Units also compile data to identify ways of improving their deployment process.
- 3.5.2. Units must maintain this minimum documentation for each deploying aircraft:
- Passenger manifest.
- Equipment listings.
- Hazardous cargo waivers.
- Load plan and other documents identifying equipment and personnel aboard deploying aircraft.

Chapter 4

DEPLOYMENT EXECUTION UNIT CARGO PREPARATION REQUIREMENTS

4.1. Movement Suitability:

- 4.1.1. The unit commander oversees all cargo preparation in support of deployments.
- 4.1.2. The commander must ensure that units prepare and handle the cargo according to MILSTAMP directives; Defense Transportation Management Regulation (DTMR); AFI 24-201, *Cargo Movement;* AFI 24-204, *Preparing Hazardous Materials for Military Air Shipments;* and AFR 76-6, *Movements of Units in Air Force Aircraft*.
- 4.1.3. Units that deploy by convoy must follow the specific cargo preparation requirements in AFR 77-310, volume 1, Vehicle Operations Management and Use of Motor Vehicles, and AFR 75-24, Permits for Oversize, Overweight, or Other Special Military Movements on Public Highways in the United States.

4.2. Documentation:

- 4.2.1. Each increment of cargo must carry specific documentation according to cargo preparation directives. Units must include these minimum forms of documentation with each increment:
- AF Form 2279, **Pallet Identifier**, or placard.
- Unit Line Number (ULN).
- Unit Type Code (UTC).
- Deployment echelon.
- Increment number.
- Other markings that identify the item.
- Measurements such as center of balance, weight, height, and so on, as specified by AFR 76-6.

- 4.2.2. The deploying unit is responsible for each increment of cargo containing hazardous material. The deploying unit prepares all documentation according to appropriate directives and properly labels these materials.
- **4.3. Loading.** The cargo deployment function loads unit equipment and baggage. For specific guidance on how to load aircraft, consult AFR 76-6 and the applicable aircraft 9 Technical Order (TO).

4.4. Sensitive Cargo:

- 4.4.1. Units must handle and ship classified material according to DoD 5200.1-R, *Information Security Program Regulation*, June 1986, with Change 1, and AFI 31-401, *Information Security Program Management*. AFI 31-401 also gives specific guidance on how to account for deployed classified material.
- 4.4.2. Move weapons and ammunition according to DoD 5100.76-M, *Physical Security of Sensitive Conventional Arms, Ammunitions, and Explosives*, September 1992.

4.5. Accountability:

- 4.5.1. The Chief of Supply must account for deploying equipment according to AFMAN 23-110, *USAF Supply Manual* (formerly AFM 67-1, volume II, part two, *USAF Standard Base Supply System*).
- **4.6. In-Transit Visibility.** Units must use available automated systems to maintain cargo in-transit visibility.

Chapter 5

DEPLOYMENT EXECUTION UNIT PERSONNEL PREPARATION REQUIREMENTS

5.1. Deployment Suitability:

- 5.1.1. The unit commander identifies personnel to fill the UTC requirements by specific AFSCs and grade or rank. When approved by the MAJCOM functional manager, the unit commander may substitute UTC AFSCs as long as the designated personnel continue to satisfy the UTC MISCAP and the commander ensures that they can meet the functional requirements of the original AFSC.
- 5.1.2. The unit commander may substitute grade or skill levels (one grade up or down for officers and two-skill levels up or one down for enlisted) as long as the designated personnel can meet all functional requirements.
- 5.1.3. The unit commander identifies who deploys and ensures that all personnel meet the current eligibility requirements. Consult the Deployment Availability Code Table (attachment 3).

5.2. Personnel Readiness:

- 5.2.1. The unit commander ensures that unit personnel prepare for deployment according to this AFI and AFI 10-215. AFI 36-507 outlines additional preparation requirements for deploying civilian personnel.
- 5.2.2. Personnel whom commanders have designated or scheduled for deployment

must have their personal affairs in order at all times. These requirements include:

- Current immunizations.
- Up to 60 days' supply of prescription medicines.
- Dog tags and ID card.
- Current DD Form 93, **Record of Emergency Data**.
- Properly filed wills, power of attorney, and family readiness matters.
- 5.2.3. Deploying personnel must take a supply of personal items to cove a 60-day deployment. Consider

- taking additional supplies of certain items (for example, extra glasses, gas mask inserts, contact lenses, and so on) that may only be available in limited quantities at the deployment location.
- 5.2.4. The supported commander determines any changes in theater clearance requirements and identifies all additional items that deploying personnel must take. The commander determines whether personnel need mobility bags, weapons, ammunition, and chemical injectors at execution.
- **5.3. Documentation.** See AFI 10-215 for specific guidelines on issuing CEM TDY orders for deploying personnel.

5.4. Loading:

- 5.4.1. For specific guidelines on how units board deploying aircraft, see AFR 76-6. *NOTE*: Prepare a passenger manifest for each flight.
- 5.4.2. Passengers must receive antihijacking information either visually or verbally before boarding the deploying aircraft.
- **5.5.** Accountability. Installations must follow specific procedures to account for all deployed personnel. For specific guidelines on using the MANPER-B system, see AFM 171-626, volume 1, *War Planning, Computer Operation Manual for the Contingency Operation/Mobility Planning and Execution System (COMPES) MAJCOM Level Manpower/Personnel (MANPER-M) Module, and AFI 10-215.*
- **5.6. In-Transit Visibility.** Installations must use automated systems to maintain passenger in-transit visibility.

JOHN M. NOWAK, Lt General, USAF DCS/Logistics

GLOSSARY OF REFERENCES, ABBREVIATIONS, ACRONYMS, AND TERMS

Section A--References

DoD Instruction 3020.37, Continuation of Essential DoD Contractor Services During Crisis, November 6, 1990

DoD 5100.76-M, Physical Security of Sensitive Conventional Arms, Ammunitions, and Explosives, September 1992

DoD 5200.1-R, Information Security Program Regulation, June 1986, with Change 1

Joint Publication 1, Joint Warfare of the US Armed Forces

Joint Pub 5-02.1, Joint Operation Planning System, Volume 1 (Deliberate Planning Procedures)

Joint Pub 5-03.2, Volume II, Joint Operation Planning and Execution System

Joint Pub 6-0, Doctrine for Command, Control, Communications, and Computer (C⁴) Systems Support to Joint Operations

WMP, Volume 3, USAF War and Mobilization Plan

AFI 10-215, Personnel Support for Contingency Operations (PERSCO) (formerly AFR 35-20)

AFI 10-217, Resource Augmentation Duty (READY) Program (formerly AFR 35-45)

AFI 10-404, Base Support Planning (formerly AFR 28-31)

AFI 24-201, Cargo Movement

AFI 24-204, Preparing Hazardous Materials for Military Air Shipments (formerly AFR 71-4)

AFI 31-207, Arming and Use of Force by Air Force Personnel (formerly AFR 125-26)

AFI 31-401, Information Security Program Management (formerly AFRs 205-1 and 205-43)

AFI 32-4001, Disaster Preparedness Planning and Operations (formerly AFRs 8-18 and 355-1)

AFI 36-2110, Assignments (formerly AFRs 35-28, 36-20, 39-11, 39-16, and 39-20)

AFI 36-2226, Combat Arms Training and Maintenance (CATM) Program (formerly AFR 50-36)

AFI 36-507, Mobilization of the Civilian Workforce (formerly AFR 40-910)

AFMAN 10-401, Operation Plan and Concept Plan Development and Implementation (formerly AFR 28-3)

AFMAN 23-110, USAF Supply Manual (formerly AFM 67-1)

AFM 11-1, Air Force Glossary of Standardized Terms

AFM 28-346, Volumes 1 and 2, Contingency Operation/Mobility Planning and Execution System (COMPES) Cargo Movement Operations System (CMOS) Computer Aided Load Manifesting (CALM) A00B/AU, Ed Users Manual

AFM 28-740, Volume 2, Contingency Operation/Mobility Planning and Execution System (COMPES) Logistics Module-Base Level (LOGMOD-B): A200N/ZZ, Users Manual

AFM 28-740, Volume 4, Contingency Operation/Mobility Planning and Execution System (COMPES) Logistics Module-Logistics Planning (LOGPLAN): A200P/ZT, Users Manual

AFM 171-626, Volume 1, War Planning, Computer Operation Manual for the Contingency Operation/Mobility Planning and Execution System (COMPES) MAJCOM Level Manpower/Personnel (MANPER-M) Module

AFR 28-7, Volume 1, Policy and Procedures for the Contingency Operation and Mobility Planning and Execution System (COMPES) Base Level Manpower and Personnel (MANPER-B) Module

AFR 75-24, Permits for Oversize, Overweight, or Other Special Military Movements on Public Highways in the United States

AFR 76-6, Movement of Units in Air Force Aircraft

AFR 77-310, Volume 1, Vehicle Operations Management and Use of Motor Vehicles

Definitions

Section B--Abbreviations and Acronyms

Abbreviations and Acronyms

AFI Air Force Instruction

AFMPC Air Force Military Personnel Center

AFR Air Force Regulation
AFRES Air Force Reserves
AFSC Air Force Specialty Code
AME Alternate Mission Equipment

AMPS Automated Mobility Processing System

ANG Air National Guard

ANGRC Air National Guard Readiness Center

Abbreviations

and Acronyms Definitions

CALM Computer Aided Load Manifesting

CBWDT Chemical/Biological Warfare Defense Training

CDF Cargo Deployment Function

CMOS Cargo Movement Operations System

COMPES Contingency Operation/Mobility Planning and Execution System

DCCDeployment Control CenterDDFDeployment Data FileDEPLAVAILDeployment Availability

DOC Designed Operational Capability

DoD Department of Defense

EOR Explosive Ordnance Reconnaissance

FORSIZE Force Sizing

GSU Geographically Separated Unit IDO Installation Deployment Officer

JOPES Joint Operation Planning and Execution System

LIMFAC Limiting Factor

LOGFORLogistics Force ModuleLOGMOD-BLogistics Module Base-LevelLOGPLANLogistics Planning Module

MAJCOM Major Command

MANFOR Manpower Force Module

MANPER-B Manpower and Personnel Module Base Level

MILSTAMP Military Standard Transportation and Movement Procedures

MISCAP Mission Capability Statement
MSSQ Mission Support Squadron
OI Operation Instruction
OPlan Operation Plan

OPR Office of Primary Responsibility
PDF Personnel Deployment Function
READY Resource Augmentation Duty
SURF Standard UTC Reference File

TPFDD Time Phased Force and Deployment Data

UDM Unit Deployment Manager
ULN Unit Line Number
UTC Unit Type Code

WMP War and Mobilization Plan

Section C--Terms

Aerial Port Squadron--An Air Force organization that operates and provides the functions assigned to aerial ports, including processing personnel and cargo; rigging for airdrop; packing parachutes; loading equipment; preparing air cargo and load plans; loading and securing aircraft; ejecting cargo for in-flight delivery; and supervising units engaged in aircraft loading and unloading operations. (See Joint Pub 1-02.)

AFMPC PALACE Programs:

- **PALACE BLITZ--**The project name for the Military Personnel Flight (MPF), PERSCO Team (PT), and Air Force Supporting/Supported Component Command used to request filler and personnel replacements during contingency, wartime, and emergency operations.
- *PALACE ENVOY*--The project name HQ USAF uses for special TDYs. HQ USAF directs its use for deployments that support unique geographic and political missions (i.e., United Nations missions, Department of Justice, mobile training teams, military liaisons, etc.).
- PALACE EXERCISE--The project name MAJCOMs use to request TDY manning assistance for JCS or HQ USAF directed exercises.

- **PALACE TENURE--**The project name AFMPC uses to assign TDY support for long-term contingency operations in which personnel rotate to maintain operations.
- *PALACE TRIP--*The project name MPFs or MAJCOMs use to request inter- or intra-command TDY manning assistance to backfill shortages.

Automated Mobility Processing System (AMPS)--An automated system designed to meet the deploying units' need to identify and select personnel and equipment resources to meet tasking requirements.

Base Deployment Guidance--A plan, supplement, checklist, or any other means that provides detailed procedures, instructions, and comprehensive data required to expeditiously deploy people and equipment.

Cargo Deployment Function-- The installation focal point for monitoring all deployment cargo processing activities.

*Cargo Movement Operations System (CMOS)--*An Air Force system that automates base shipment processes in support of peacetime and contingency operations. CMOS serves as the source data system essential to in-transit visibility of cargo and passenger movements.

Collocated Units--Units located on the same installation, regardless of host or tenant status, that planners may integrate into the base deployment guidance.

Computer Aided Load Manifesting System (CALM)--An Air Force system that automates load planning in support of worldwide deployment of forces and day-to-day cargo movement.

Contingency--An emergency involving military forces caused by natural disasters, terrorists, subversives, or by required military operations. Contingencies require plans, rapid response, and special procedures to ensure the safety and readiness of personnel, installations, and equipment.

Contingency Operations--Operations involving the use of US military forces to achieve US objectives, usually in response to an emerging or unexpected crisis. Contingency operations may evolve into sustained military operations.

Contingency Operation/Mobility Planning and Execution System (COMPES)--The Air Force standard automated data processing subsystem of the Joint Operation Planning and Execution System (JOPES) that operations, logistics, and personnel planners at all command levels use to develop and maintain force packages and task requirements for operation plan time-phased force and deployment data.

Convoy-- A group of vehicles organized to ensure controlled and orderly movement with or without escort protection.

Deployment-- The relocation of forces to designated areas of operations. (See Joint Pub 1-02.)

Deployment Availability (DAV) Codes--Personnel codes that identify an individual's current medical, legal, and administrative status for deployment eligibility. (See attachment 3.)

Deployment Control Center (DCC)--The installation focal point for deployment operations. The DCC is responsible for all command and control requirements.

Deployment Echelon--A UTC capability that commanders must deploy as a single entity. Deployment echelons facilitate deployment planning by identifying a unit's capabilities, materiel, and personnel requirements and designating the sequence of movement. (See JCS Pub 6, volume V, part 4, MEFPAK or AFM 28-740, volume II.)

Deployment Planning Data File (DPDF)--File consisting of the LOGPLAN subsystem of LOGMOD-B and the plans file of the MANPER-B subsystem. Units use the two subsystems to prioritize deploying cargo and personnel.

Deployment Work Centers--Activities activated during deployments or exercises that process deploying personnel and equipment. These work centers include the deployment control center, cargo processing function, and the personnel processing function.

Designed Operational Capabilities (DOC) Statement--The document prepared by the parent MAJCOM that outlines each measured unit's DOC and contains the unit's identification, mission tasking narrative, mission specifics, and measurable resources. (See AFI 10-201 [formerly AFR 55-15].)

Flowchart--A chart that symbolically shows the input from suppliers, the sequential work activities, and the output to the customer.

Force Sizing (FORSIZE)--Listing of all Air Force wartime personnel requirements and resources for the Future Years Defense Program (FYDP).

*Geographically Separated Units (GSU)--*Any unit separated from its servicing military personnel flight beyond a reasonable commuting distance.

Hazardous Cargo--Explosives and other hazardous articles such as flammable liquids and solids, oxidizing materials, corrosive materials, compressed gases, poisons, irritating materials, etiologic agents, radioactive material, and other unregulated cargo.

Host Unit--The organization designated by the host MAJCOM or HQ USAF to furnish support to a tenant unit. The host unit develops, publishes, and maintains the base mobility guidance to support the deployment of all Air Force units from a particular base. ANGRC/LGX or AFRES/LGX make these designations for Air Force-gained Air National Guard and US Air Force Reserve (AFRES) units, respectively.

Increment of Materiel--Equipment, supplies, and spare parts that units use to plan and assemble loads for deploying cargo aircraft. Units normally design increments to fit a standard 463L pallet, but may combine material that support more than one deployment capability to form an increment if space remains on the pallet. The increment:

- Serves as the primary method of organizing material for deployment.
- Provides a means to establish a sequence for deployment and redeployment of deployment assets.
- Allows a shorthand method of communicating for cargo shipments.
- Provides a reference point for deployment planning in support of a specific operation plan.
- Provides a reference point for tailoring deployment packages.
- Provides a point of reference for control of equipment processing during deployments.
- Provides the basic planning element during aircraft load planning and cargo manifesting.
- Provides the reference point for establishing and maintaining standardization among units with like weapons systems.
 NOTE: Use increments to maintain standardization through the pilot or nonpilot unit concept. Wheeled equipment constitute a single increment of materiel.

Installation Deployment Officer (IDO)--The host-unit officer who maintains base deployment guidance and directs and coordinates base deployments under the direction of the installation commander.

In-Transit Visibility-- The capability provided to a theater combatant commander to have visibility of units, personnel, and cargo while in-transit through the Defense Transportation System.

Joint Operation Planning and Execution System (JOPES)--A continuously evolving system that the Air Force develops by integrating and enhancing two earlier planning and execution systems: JOPS and JDS. JOPES provides the foundation for conventional command and control by national- and theater-level commanders and their staffs. It is designed to satisfy their information needs when conducting joint planning and operations. JOPES includes joint operation planning policies, procedures, and reporting structures supported by communications and ADP systems. Commanders also use JOPES monitor, plan, and execute mobilization, deployment, employment, and sustainment activities associated with joint operations. (See Joint Pub 5-03.2.)

Limiting Factor (*LIMFAC*)--A factor or condition that, either temporarily or permanently, impedes a mission. Examples: transportation network deficiencies; lack of in-place facilities; malpositioned forces or materiel; extreme climatic conditions; distance; transit or overflight rights; and political conditions. (See Joint Pub 5-03.2.)

Load Plan (Manifest)--A document specifying in detail the payload expressed in terms of passenger and freight carried on one aircraft for a specific destination.

*Logistics Force Packaging Systems (LOGFOR)--*A MEFPAK subsystem that provides equipment and materiel requirements and summarized transportation characteristics through its Logistics Detail component.

*Logistics Module-Base Level (LOGMOD-B)--*A COMPES software program that base-level planners use to aid deployments. (See AFM 28-740, Volume 2)

Logistics Planning Subsystem (LOGPLAN)--A COMPES software package that planners use in building detailed materiel data to support specific OPlans. (See AFM 28-740, volume 4.)

Manpower and Equipment Force Packaging System (MEFPAK)--A data system that supports contingency and general war planning with predefined and standardized personnel and equipment force packages. MEFPAK, which operates in the command and control environment, comprises two subsystems: the Manpower Force Packaging System (MANFOR) and the Logistics Force Packaging System (LOGFOR). (See AFM 11-1.)

Manpower and Personnel Module-Base Level (MANPER-B)—The base-level automated capabilities in COMPES that support operation, contingency, deployment and exercise planning, readiness, and execution responsibilities.

Manpower Force Packaging System (MANFOR)-- A MEFPAK subsystem that provides:

- The title of the unit or force element and its unique Joint Chiefs of Staff Unit Type Code.
- The capability statement containing the definition of unit capability.
- The manpower detail by function, grade (officers only), and Air Force specialty code required to meet the defined capability.

*Measurement--*The act or process of measuring to compare results to requirements. A quantitative assessment of performance.

Mission Capability Statement (MISCAP)--A short paragraph that describes the mission capabilities that planners expect of a specific UTC at execution, The statement usually contains pertinent information such as the type of base where commanders will deploy the unit, the unit's functional activities, and other augmentation requirements necessary to conduct specific missions.

Operation Plan (OPlan)--A plan for one or more operations that deployed units carry out simultaneously or in a series of connected stages. Higher authorities normally issue OPlans as directives based on stated assumptions to allow subordinate officers to prepare supporting plans and orders.

Personnel Deployment Function (PDF)--The installation focal point for monitoring all personnel processing activities.

Process Owner--The individual or organization that has authority and responsibility for improving the quality of a deployment process.

Redeployment--The transfer of a unit, an individual, or supplies deployed in one area to another area, another location within the area, or to the zone of interior. (See Joint Pub 1-02.)

Resource Augmentation Duty (READY) Program--A program that requires each installation to identify and validate its own temporary augmentation and local resource needs to meet local exercises, contingency, wartime, or emergency augmentation requirements. READY personnel don't deploy.

Shortfall--A lack of forces, equipment, personnel, materiel, or capability, apportioned to and identified as a plan requirement, that adversely affects the command's ability to accomplish its mission. (See Joint Pub 1-02.)

Standard UTC Reference File (SURF)--File consisting of the LOGFOR subsystem of LOGMOD-B and the MANFOR subsystem of MANPER-B. It contains all the UTCs for which the base or unit is tasked, or available to be tasked.

Supported Commander--The commander who has primary responsibility for all aspects of a task assigned by the Joint Strategic Capabilities Plan (JSCP) or by other authority. In the context of joint operation planning, this term refers to the

commander who prepares operation plans or operation orders in response to requirements of the Chair of the Joint Chiefs of Staff.

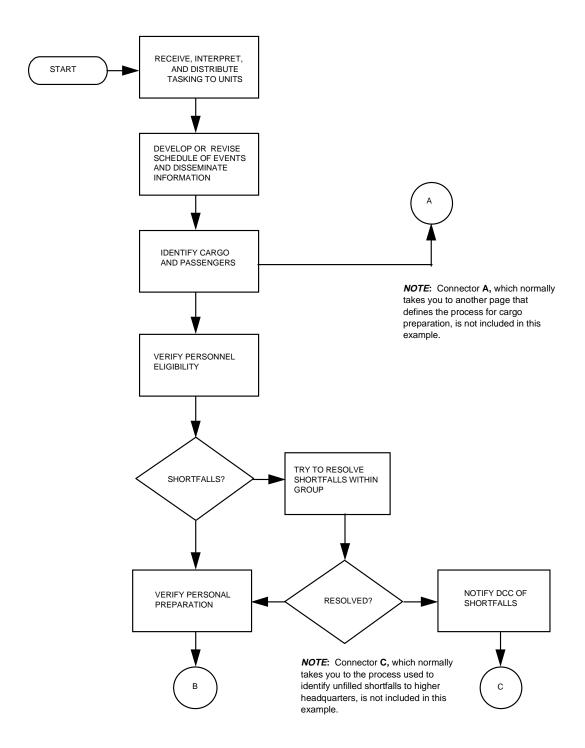
Tenant Unit--An Air Force, Air Force Reserve (AFRES), or Air National Guard (ANG) organization or element that occupies the facilities of, or receives support from, another MAJCOM, AFRES, or ANG component.

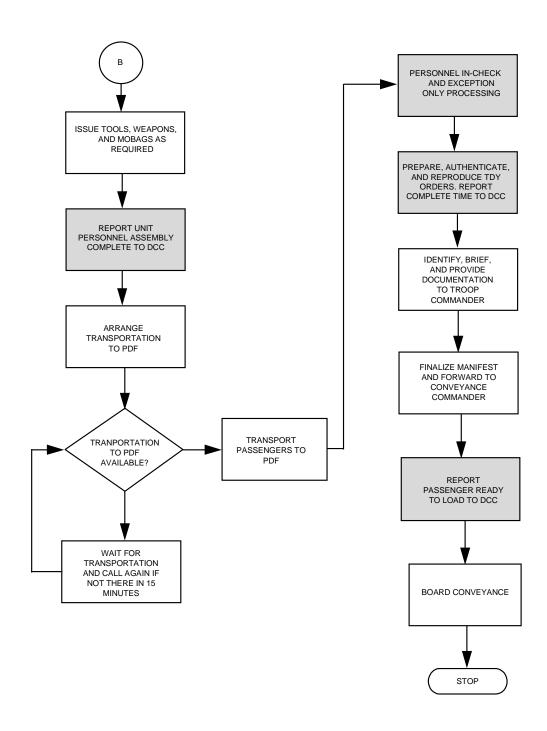
*Unit Line Number (ULN)--*A seven-character alphanumeric code that uniquely describes a unit entry (line) in a JOPES TPFDD. (See Joint Pub 1-02.)

Unit Type Code (UTC)-- A five-character alphanumeric designator that uniquely identifies each Armed Forces unit.

DEPLOYMENT PROCESS FLOWCHART EXAMPLE

- A2.1. The following flowchart (figure A2.1) gives an example of how a part of your installation deployment process might look. An actual flowchart would typically be much more detailed than this example.
- A2.2. The steps in the process shaded gray represent what a unit might define as a possible bottleneck or chokepoint. These are the steps in the process that you might decide to measure. For example, in this flowchart we have identified *Unit Personnel Assembly Complete* as a potential chokepoint indicating that it typically shows up late for processing through the PDF because it doesn't complete actions in a timely manner. For that reason, you could track the completion of *Unit Personnel Assembly Complete* and allocate more time for unit actions if this step continues to be a bottleneck.
- A2.3. Another example is tracking the accuracy or completeness of personnel preparatory actions. *Personnel In-check and Exception Only Processing* is a part of the process that this flowchart identifies as a possible chokepoint. Your objective would then be to track the number of people arriving at the PDF who must process through a station because they didn't have all the preparation requirements met or identified before leaving the unit. If a large number of personnel require a will from the PDF, the data could indicate that squadron commanders need to place more emphasis on this aspect of personnel preparation.
- A2.4. Again, keep in mind this is just an example. Your flowchart should define your process, identify how the installation meets the basic deployment requirements, and designate the personnel who accomplish each step in your process.







Shaded box: Potential chokepoint. Track the on-time completion or accuracy and completeness of preparatory actions of this activity as a metric. Identify significant variances in the cumulative data and make adjustments to the process as necessary to ensure timely and accurate completion.

Figure A2.1. Deployment Process Flowchart Example.

DEPLOYMENT AVAILABILITY CODES

Duty Status and Deployment Availability Status codes indicate personnel availability. Use these eligibility codes when determining the availability of personnel for deployment.

Eligibility Code Legend:

CC -Commander's Choice

CC/C -Commander's Choice after consulting with the appropriate base agency (Legal, Medical, Social Actions, and so on)

CC/R -Commander's Choice after recall and return station

NA -Not Available

Table A3.1. Deployment Availability Codes.				
PART ACode Status.				
Code	Eligibility	Notes		
00	Present for duty	CC		
01	Deceased	NA		
02	Missing	NA		
03	Ill/Injured (Casualty)	NA		
04	Civil confinement (under arrest, pending trial, or awaiting sentence	NA		
05	Civil confinement (sentenced prisoner-30 days or more)	NA		
06	Deserter	NA		
07	Absent without leave (AWOL), includes ANG who can't be found.	NA		
08	Hospitalization, not assigned, or sick in quarters	NA		
09	Leave (exclude delay en route)	CC/R		
10	Assigned transient, departed permanent change of station (PCS) or terminal leave (includes USAFR personnel transient to another USAFR unit)	NA		
11	Assigned, not joined (includes USAFR personnel awaiting entry or initial active duty for training)	NA		
12	Assessed, not joined, TDY en route (includes USAFR personnel entered initial active duty for training)	NA		
13	Hospitalization, assigned to patient squadron or hospital	NA		
14	Not present for duty (NPFD), other (miscellaneous code; for example: jury duty, military control, etc.)	NA		
15	En route to assigned station from temporary duty (TDY) station	NA		
16	Military confinement (under arrest, pending trial, or awaiting sentence)	NA		
17	Military confinement (sentenced prisoner, 30 days or more)	NA		
18	Involuntarily ordered to active duty for 45 daysfailed to participate in Air Reserve Force training	CC		
19	Active duty for training (includes all members performing ADT in excess of 30 days, including the Health Professionals Scholarship program and school tours)	NA		
20	TDY-contingency or rotational exercise	CC/R		
21	TDY Manning assistance	CC/R		
22	TDY-school (less than 20 weeks)	CC/R		
23	TDY-bootstrap	CC/R		
24	TDY-CONUS to CONUS	CC/R		
25	TDY-CONUS to overseas	CC/R		
26	TDY-Out of country (overseas personnel only)	CC/R		
27	TDY-In country (overseas personnel only)	CC/R		
28	Pending separation	CC ¹		
29	Duty Status Whereabouts Unknown (DUSTWUN)	NA		

Table A	3.1. Continued.	
PART I	BDEPLOYMENT AVAILABILITY LEGAL (FDS DIN KCE).	
Code	Eligibility	Notes
30	Probation or rehabilitation program	CC
31	Control Roster	CC
32	Pending SP/AFOSI Investigations	CC
33	Administrative or International hold	CC/C
34	Material Witness	CC/C
35	Action under Article 15 - UCMJ	CC
36	Prisoner	NA
37	Pending Court-Martial or Civil Trial	NA
38	Commander directed hold	CC
39	Adoptive parent	NA ²
	CDEPLOYMENT AVAILABILITY PHYSICAL (PDS DIN KCC).	
Code	Eligibility	Notes
40	Assignment limited to base with hospital	CC/C
41	Medical deferment	CC/C
42	Physical Evaluation Board (PEB) Action	CC/C
43	Fly status under review	CC/C
44	Exceptional Family Member Program (EFMP) deferment	CC ³
45	Humanitarian assignment or deferment	NA
46	Chronic humanitarian	CC^3
47	Substance Abuse Reorientation and Treatment (SART) program	CC/C
48	Decertified for Personnel Reliability Program (PRP)	CC
49	Deferred because of pregnancy	NA
PART I	ODEPLOYMENT AVAILABILITY TIME (PDS DIN KCG).	
Code	Eligibility	Notes
50	Projected separation (within 180 days)	CC ¹
51	Reserve Officer DOS (within 180 days)	CC ¹
52	1st term airman DOS (within 180 days)	CC ¹
53	PCS intercommand (within 180 days)	CC ¹
54	PCS intracommand (within 180 days)	CC ¹
55	Date eligible for Return from Overseas (DEROS) (within 180 days)	CC ¹
56	Airman with less than 12 weeks TAFMS	NA
57	Time on Stations (TOS) less than 45 days	NA ⁴
58	Airman declines to extend	NA ⁴
59	Duty and travel restriction	CC/C
	CDEPLOYMENT AVAILABILITY ADMIN (PDS DIN KCA).	
Code	Eligibility	Notes
60	Deferred from hostile fire	NA
61	Sole surviving son or daughter	NA
62	Functional category "L" - Pipeline	NA
63	Needs Special Security Investigation Required (SIR) clearance	CC
64	Needs mobility training	CC
65	Commander's Option	CC
66	Conscientious objector	NA
67	Insufficient security clearance	CC
78	Projected for reenlistment (within 180 days)	CC
79	Ex-Prisoner of War (POW)	NA ⁵
80	Quality control	CC
96	ANG on special tour MPA mandays	CC
97	USAFR special tour MPA mandays	CC
98	ANG on EAD Presidential Call	CC

NOTES:

- 1. If the TDY completion date is more than 30 calendar days before DOS or PCS, the member is available for deployment. Members who have less than 30 calendar days before DOS or PCS are not available. Unit commanders may waive this restriction provided TDY will not interfere with DOS or PCS processing and departure dates (DOS must not expire during TDY). Before approving a waiver, commanders must review all other available avenues according to AFI 36-2110, Assignments.
- 2. Military personnel who have adopted children are not available for deployment until 4 months after the effective date of adoption. For military couples, only one member is exempt.
- 3. Member is available unless a TDY restriction was approved by AFMPC as specified in AFI 36-2110.
- 4. A time on station (TOS) minimum for personnel deploying is 45 days. This period allows members who have recently made a PCS move to stabilize their personal affairs and satisfy essential post-PCS military requirements. Personnel with less than 45 days TOS are not available for deployment unless waived by the unit commander and no other resource is available to accomplish the TDY mission.
- 5. Ex-prisoners or evaders of capture during an armed conflict do not deploy to areas where they may be captured by the same combatants or by nations sympathetic with the combatants.